

ARLINGTON PUBLIC SCHOOLS

In accordance with the provisions of the Massachusetts General laws, Chapter 30A, Section 20, notice is hereby given for the following meeting of the:

***Arlington School Committee
School Committee Organizational Meeting
Thursday, April 14, 2016
6:30 PM***

*Arlington High School
School Committee Room, 6th Floor
869 Massachusetts Avenue
Arlington, MA 02476*

Call to Order, Mr. Paul Schlichtman, Chairperson Pro Temore

Nomination and Election for Office of Chair

Nomination and Election for Office of Vice Chair

Nomination and Election for Office of Secretary

Vote to Approve Committee & Liaison Assignments for 2016 - 2017

Vote on Authorization to Sign Payroll Warrant

Per Policy BDA: Standards and Norms of the Arlington School Committee, BDA-E

Adjournment

The listings of matters are those reasonably anticipated by the Chair, which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

Stated times and time amounts, listed in parenthesis, are the estimated amount of time for that particular agenda item. Actual times may be shorter or longer depending on the time needed to fully explore the topic.



Town of Arlington, Massachusetts

Vote to Approve Committee & Liaison Assignments for 2016 - 2017

ATTACHMENTS:

Type	File Name	Description
▣ Document for Approval	Draft_of_Subcommittees_2016-2017_4_8_2016.docx	Draft Committee and Liaison Assignments 2016-2017

Officeholders:

Chair	Jennifer Susse
Vice-Chair	Jeff Thielman
Secretary	Bill Hayner

ARLINGTON SCHOOL COMMITTEE SUBCOMMITTEES

April 2016 - April 2017

Budget

Kirsi Allison-Ampe (chair), Paul Schlichtman, Len Kardon

Policies & Procedures

Bill Hayner (Chair), Kirsi Allison-Ampe, Paul Schlichtman

District Accountability, Curriculum/Instruction & Assessment

Paul Schlichtman (Chair), Bill Hayner, Jeff Thielman

Community Relations

Cindy Starks (Chair), Jennifer Susse, Len Kardon

Facilities

Jeff Thielman (Chair), Kirsi Allison-Ampe, Cindy Starks

School Enrollment Task Force

Bill Hayner, Cindy Starks, Jeff Thielman

Warrant Committee

Bill Hayner

Schedule meetings. The expectation is 5-8 meetings per subcommittee during the course of the year (most meetings occur Oct. - June).

Take and report minutes promptly for all subcommittee meetings. Minutes should be forwarded to the Administrative Secretary for the committee for distribution to the full committee.

Report at each School Committee meeting on the subcommittee's work and be sure the full School Committee is aware of the next scheduled meeting.

Work with Administrative Secretary for the committee to post all meetings.

Arrange meetings so that the Superintendent or his/her representative can attend.

COMMITTEE LIAISONS

Permanent Town Building Committee

Bill Hayner

Selectmen and Legislative Liaison

Cindy Starks

Budget & Revenue Task Force

Kirsi Allison-Ampe, Paul Schlichtman, Len Kardon

Long Range Planning Committee

Kirsi Allison-Ampe, Jennifer Susse, Jeff Thielman

Vision 2020 Standing Committee

Paul Schlichtman

Negotiations Committee (AEA)

Kirsi Allison-Ampe, Paul Schlichtman

Negotiations Committee (AAA)

Kirsi Allison-Ampe, Paul Schlichtman

Negotiations Committee (Cafeteria)

Cindy Starks, Jeff Thielman

Negotiations Committee (Unit C)

Paul Schlichtman, Jeff Thielman

Negotiations Traffic Supervisors

Paul Schlichtman, Len Kardon

Negotiations Committee (Bus)

Jeff Thielman, Len Kardon

Arlington Youth Health & Safety Coalition

Cindy Starks

Wellness Committee

Cindy Starks

Supt. Diversity Advisory Committee

Bill Hayner

AEF Board

Kirsi Allison-Ampe

Tourism and Economic Development Committee (ATED)

Kirsi Allison-Ampe

SEPAC Liaison

Len Kardon

EDCO Board

Bill Hayner

Thompson Parent/Teacher Building Committee (when formed)

Len Kardon

SCHOOL LIAISONS

Bishop

Paul Schlichtman

Brackett

Kirsi Allison-Ampe

Dallin

Bill Hayner

Hardy

Jeff Thielman

Peirce

Len Kardon

Stratton

Bill Hayner

Thompson

Cindy Starks

OMS

Bill Hayner

AHS

Cindy Starks

Town Wide PTO

Len Kardon

April 7, 2016



Town of Arlington, Massachusetts

Per Policy BDA: Standards and Norms of the Arlington School Committee, BDA-E

ATTACHMENTS:

Type	File Name	Description
▣ Policy	bda.pdf	BDA Standards and Norms
▣ Policy	bda-e_Norms_and_Standards.pdf	BDA-E Norms and Standards

SCHOOL COMMITTEE ORGANIZATIONAL MEETING

Officers of the Arlington School Committee shall be elected at an organization meeting held only for this purpose each year. The organization meeting shall be scheduled for a date and time after the annual town elections, and prior to the first regular School Committee meeting of the month.

Officers shall be elected separately for terms of one year. A majority vote of the members present shall constitute an election.

That member with the earliest date of committee membership shall preside as Chairperson pro tempore until the new officers are elected. The chairperson shall conduct the election of all school committee officers, following the methods set forth in *Roberts Rules of Order*.

For the purpose of defining seniority of school committee members under File BDA and File BDAA, the following rule shall apply. When two or more members are elected for the first time at the same election, and when both members have had identical lengths of service on the committee the senior member shall be determined by the member receiving the greater number of votes received in the election in which the members were first elected.

Approximately one month prior to the School Committee Organizational Meeting, school committee members interested in officer positions will notify the administrative secretary and/or chairperson.

Any vacancy among the officers occurring between organizational meetings will be filled by a member elected by the School Committee. The election will be conducted as described above.

“At each organizational meeting the newly elected Chair shall read aloud the Standards and Norms of the Arlington School Committee, attached hereto as BDA-E, and invite each member to publically sign the document. All members shall be provided with BDA-E prior to the organizational meeting.”

CROSS REFS.: BBB, School Committee Elections
 BDAA Election of School Committee Officers
 BDA-E School Committee: Norms and Standards
 BE Regular School Committee Meetings

Revised: March 22, 2012

School Committee: Norms and Standards

We, the Arlington School Committee, acknowledge that a School Committee meeting is a meeting of School Committee members that is held in public and not a public meeting and that we will make every effort to ensure that meetings are effective and efficient. To that end, we acknowledge the importance of subcommittees and we and the superintendent agree to utilize them to focus on specific topics in-depth and to prepare for presentation, deliberation, and possible action by the School Committee.

We, the Arlington School Committee, set forth these Standards and Norms that we will all commit to abide by as individuals and as a committee:

1. Represent the needs and interests of **all** students in the district.
2. Exercise leadership in vision, planning, policy making, evaluation, and advocacy on behalf of the students and district, **not** in managing the day-to-day operations of the district.
3. Conduct our business through a set agenda. Emerging items will be addressed in subsequent meetings through agenda items.
4. Provide full disclosure. Each member will provide input, encouragement, express concerns and positions rather than withhold information from other members. When a committee member feels that there has not been full disclosure, an objective process for revisiting the issue will be used.
5. Maintain an open environment where each member is empowered to freely express opinions, concerns, and ideas. Committee members will work together to clarify and restate discussions in order to strive for full understanding.
6. Keep an open mind and accept that they can change their opinions by recognizing that they are not locked into their initial stated positions.
7. Make decisions on information and not on personalities. Committee members will act with the best information available at the time considering data, the superintendent's recommendations, proposals, and suggestions. Committee members will strive to make the best decision at the time.
8. Debate the issues, not one another. The committee will engage in critical thinking, expecting all committee members to freely offer differing points of view as part of the discussion, prior to making a board decision.
9. Not take unilateral action. A committee member's authority is derived only through a majority decision of the committee acting as a whole during an open, public

meeting.

10. Attend meetings well prepared to discuss issues on the agenda and will be prepared to make decisions, striving for efficient decision making.
11. Strive to have no surprises for the committee or superintendent. All members will receive the same information on all topics in a timely manner.
12. Strive to reach decisions by consensus. Discuss with respect, disagree without acrimony. When consensus is not possible, all members will publicly abide by the majority decision.
13. Understand and respect the chain of command as it concerns roles and responsibilities and direct others to do the same.
14. Review and revise our standards and norms, as needed, as part of the committee's self-evaluation.

Arlington School Committee adoption and approval on March 22, 2012

Arlington Public Schools